



**EMPLOYMENT OPPORTUNITY**  
**Public Health Associate III (Full-Time/Unclassified)**  
**Epidemiology and Communicable Disease Control Program**  
**Policy, Planning, & Prevention Bureau**  
**\$25.517 - \$34.651 per hour**  
**DEPARTMENT OF HEALTH & HUMAN SERVICES**

**POSITION:**

The City of Long Beach Department of Health and Human Services, Policy, Planning, & Prevention Bureau, is recruiting for two Public Health Associate III positions. Under supervision from the Epidemiology Program Supervisor, the Public Health Associates will be responsible for implementing programmatic requirements associated with communicable disease control and epidemiological functions of the Health Department. These positions are at the main health facility located at 2525 Grand Avenue, Long Beach, CA 90815.



**EXAMPLES OF DUTIES:**

- Facilitate case reporting in hospitals, medical clinics, physicians' offices, and other medical/social service settings.
- Monitor and investigate communicable disease cases of epidemiological interest.
- Participates in annual training regarding patient confidentiality and privacy protection and complies with confidentiality regulations, policies and procedures.
- Assists with the monthly case reporting process and preparation of progress reports, as needed.
- Conducts analysis of data and monitors health indicators and demographic information to identify possible epidemiologic trends.
- Plans and coordinates epidemiology studies of communicable and chronic diseases and other community health issues.
- Develops, monitors and implements activities for the surveillance, identification and control of communicable disease.
- Develops protocols for disease investigations.
- Investigates disease outbreaks to determine the cause and probable sources.
- Provides recommendations for public health interventions and policy improvement.
- Enters communicable disease case and contact investigation reports into the California Reportable Disease Information Exchange (CalREDIE).

**EXAMPLES OF DUTIES (cont.):**

- Consults with, advises, and educates staff members, local healthcare professionals, and the public on communicable and chronic diseases and other community health issues.
- Enforces public health laws, rules and regulations governing communicable disease control.
- Performs other duties as assigned.

**QUALIFICATIONS:**

- Bachelor degree in Science, Public Health, Infectious Disease Control, or related field.
- One year of experience working in investigation or inspection work in public health.
- One year of experience with communicable and chronic diseases, epidemiology, and infection control.
- A valid California motor vehicle operator's license and an insured vehicle.

**SUCCESSFUL CANDIDATES WILL DEMONSTRATE:**

- Excellent oral and written communication skills.
- Proficiency with statistical analysis software such as SPSS, SAS, and GIS.
- Proficiency with Microsoft Word, Excel, Outlook, Access, SQL, and the Internet.
- Willingness to work evenings, weekends, holidays, and be placed on-call.
- Bilingual proficiency in Spanish and/or Southeast Asian language desirable.

**APPLICATION PROCESS:**

This recruitment will close at 4:30 p.m. (Pacific Time) on Friday, August 14, 2015. To be considered, please email a letter of interest and resume to the email listed below. Include "Req HE15-051/052 EPI PHA III" in the email subject line:

**[LBDHHS-JobApplications@longbeach.gov](mailto:LBDHHS-JobApplications@longbeach.gov)**

Resumes will be reviewed for depth and breadth of experience, and for level and relatedness of education. The most qualified candidates will be invited to participate in further selection procedures. Applicants who do not meet the qualifications will not be considered.

(Req. HE15-051, HE15-052)

***The City of Long Beach is an Equal Opportunity Employer. We value and encourage diversity in our workforce.***

*The City of Long Beach intends to provide reasonable accommodations in accordance with the Americans with Disabilities Act of 1990.*

*If a special accommodation is desired, or if you would like to request this information in an alternative format, please call (562) 570-4009. In support of the City's Language Access Policy, bilingual skills (Spanish, Khmer and/or Tagalog) are desirable for positions interacting with the public.*